

8 MAR 1971

UNITED STATES OF AMERICA
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GENERAL SERVICES ADMINISTRATION



National Archives and Records Service
Washington, D.C. 20408

DATE: March 4, 1971

REPLY TO
ATTN OF: NM

STATINTL

SUBJECT: Supporting Research in Paper Standards

[Redacted]
Chief, Records Admin. Branch
Central Intelligence Agency

On December 16, 1968, we wrote all agency records management officers concerning the lack of knowledge about a number of recording media used for communication, which led NARS to request the National Bureau of Standards to undertake the necessary studies. At that time we needed \$20,000 from Federal agencies to help get the work underway.

The agencies gave generously, which was appreciated, but we again need your assistance for Fiscal Year 1971. The cost of the total program in '71 is \$60,000. NARS is contributing one-third, while another one-third comes from industry through the Society of American Archivists. We hope the various Federal agencies can again provide the additional \$20,000.

Copies of the NBS reports, which are excellent, have been sent to supporters of this program, and James Gear of our organization has been available to answer any questions about the reports.

Within 2 months we will have available from NBS interim specifications for manifold papers. As you know, the bulk of the copies going into agency files are manifold copies. In addition, NBS will provide--hopefully this fiscal year--interim specifications for writing paper and file folders.

We hope this project seems worthwhile to the archival and records activities of the nation, and that it warrants your continued funding support. We will be in touch with you personally soon.

Sincerely,

EVERETT O. ALLDREDGE
Assistant Archivist
for Records Management

Enclosures

*We will wait
for a contact*
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Fact Sheet on Government-wide Paper Research

National Bureau of Standards has prepared eleven related reports as follows:

1. The Yellowing of Paper (Report No. 9659, December 1957)
2. The Effects of Laboratory Aging on the Reactivity of Papers With Blue Tetrazolium (Report No. 9675, January 1968)
3. The Reaction of Alum With Paper Pulps (Report No. 9847, May 1968)
4. Differential Thermal Analysis of Some Papers and Carbohydrate Materials (Report No. 9939, November 1968)
5. The Stress-Strain Behavior of Laboratory and Naturally Aged Papers (Report No. 9940, November 1968)
6. Evaluation of the Stability of Record Papers (Report No. 9941, November 1968)
7. Evaluation of the Stability of Manifold Paper (Report No. 9959, December 1968)
8. Thermal Analysis of Modified Cellulose (Report No. 10113, October 1969)
9. Development of Specifications for Archival Record Materials (Annual Report No. 10152, December 1969)
10. The Reaction of Alum with Cation Exchange Cellulose (Report No. 10154, January 1970)
11. Development of Specifications for Archival Record Materials (Annual Report No. 10517, December 1970)

In the balance of FY 1971 the Bureau's objectives are:

1. Continue the laboratory aging of experimental papers of known composition. No reports were submitted on this work during 1970, but one or two should be available by the end of FY 1971.
2. Thermal analysis will continue to be used as a research tool. It appears more promising--maybe as an accelerated aging method--as more data are obtained on experimental papers.
3. Representative writing papers will be tested and interim specifications prepared.
4. Representative file folders will be tested and interim specifications prepared.

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